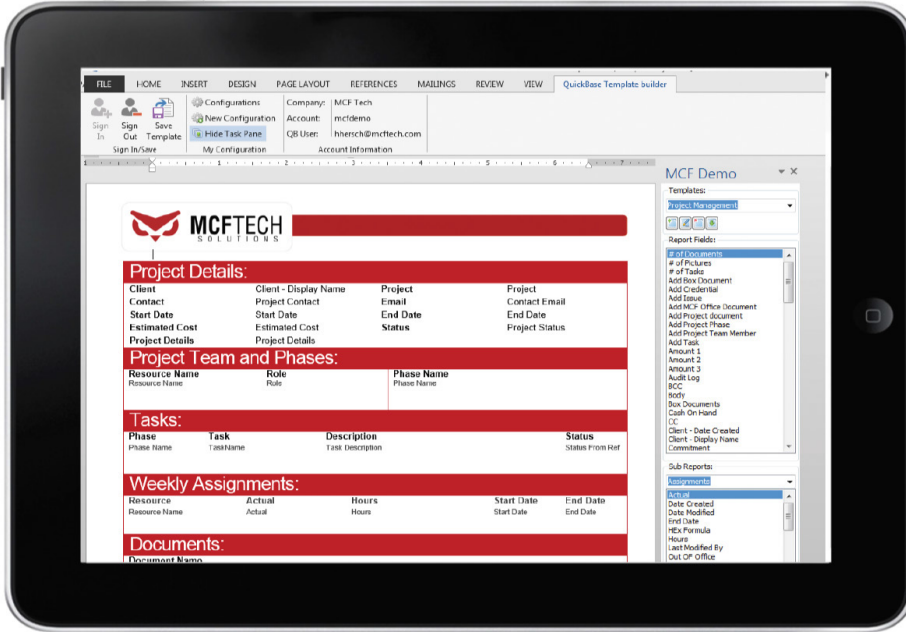




## WORD FUSION

Create Estimates, Invoices, Contracts, Offer Letters, Agreements, and More



A sample Project Plan created with MCFTECH Word Fusion (on right)

## OVERVIEW

### INTUITIVE CONTROLS

The Word Fusion tool is a Microsoft Word add-on, which allows users to generate and email custom Word and PDF files directly from Quick Base.

MCFTech developed the Word Fusion to help Quick Base users speed up common asks like invoicing, contracts, offer letters, agreements, project recaps or updates, and quoting.

Templates can be pre-built in Microsoft Word and stored in a Quick Base Documents table for better collaboration and version controls. Once templates are created, documents can be generated and a variety of actions are available, including emailing a Word or PDF file directly from Quick Base which can decrease your response time generating proposals or other important documents.

Administrators can keep company documents up to date and make changes on-the-fly, which instantly impact new documents created.

### ABOUT MCFTECH

MCF Technology Solutions delivers Services, Strategy, and Products to business customers worldwide. We focus on the successful development, deployment, and support of Business applications for diverse teams. We believe the best solutions come from a sound business understanding and thoughtful application of technology.

## ROBUST CAPABILITIES

- Easily formats an unlimited number of great looking templates with the formatting tools of Microsoft Word, including flexible formatting of multi-table data
- Simplifies mail merges with a list of fields and reports right in Word that users can just click to place it on a form
- Supports sophisticated workflow integration and batch processing
- Generate documents with one simple click of a button
- Exports or saves files back to a Quick Base Documents/Files table for collaboration and revision control
- Users can generate and email custom Word and PDF files from Quick Base as single files or as a batch process
- Emails a file as an attachment directly from Quick Base from a specified server and domain
- Generate documents and open them in Word for quick review or editing

